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GOVERNMENT OF PUNJAB
DEPARTMENT OF LOCAL GOVERNMENT
(LOCAL GOVERNMENT-4 BRANCH)
[Punjab Municipal Bhawan, Sector 35-A, Chandigarh]
NOTIFICATION
The 10th August, 2026

No. LG-LG-405/227/2026-LG4/656.-

Standard Operating Procedure (SOP)/ Guidelines for Identification and Assessment of High Footfall Sites/ Tourist-Centric Destinations and Pilgrim Centres etc for Sustainable Visible Cleanliness & Solid Waste Management Models Under Solid Waste Management Rules, 2026

Punjab is a State of immense religious, cultural and historical significance and attracts a large number of domestic and international visitors throughout the year. Major pilgrim centres, religious shrines, heritage sites, wetlands, eco-tourism destinations, memorials, cultural circuits, fairs and festivals witness substantial visitor footfall, resulting littering & generation of considerable quantities of solid waste.

The littering & increasing volume of waste generated at such locations poses significant challenges in terms of collection, segregation, transportation, processing and scientific disposal. Improper management of waste not only affects the cleanliness and aesthetic value of these locations but also causes environmental degradation, public health concerns and deterioration of natural and heritage assets. Seasonal tourism, religious congregations, fairs and festivals further increase the burden on existing sanitation infrastructure and often result in temporary waste management challenges.

The Solid Waste Management Rules, 2026 emphasize segregation of waste at source, resource recovery, circular economy principles and scientific waste management practices. The SWM Rules mandate segregation of waste into four streams (i. Wet Waste, ii. Dry Waste, iii. Sanitary Waste and iv. Special Care Waste (Domestic Bio-medical & Domestic Hazardous) and require concerned authorities to establish systems for at-least two times sweeping/ cleanliness in a day and collection, transportation, processing and environmentally sound disposal of solid waste.

In order to ensure sustainable management of waste generated at tourist-centric beaches, tourist destinations and pilgrim centres, it is essential to identify such locations, assess their waste generation patterns, evaluate existing infrastructure and develop site-specific Sustainable Solid Waste Management (SWM) Models. These Guidelines / Standard Operating Procedure (SOP) provide a uniform framework for identification, assessment, prioritization and planning of waste management interventions at such locations across the State of Punjab.

2. DEFINITIONS

For the purpose of this SOP, unless the context otherwise requires:

i. Tourist-Centric Destinations: mean locations attracting significant tourist footfall, including heritage sites, memorials, museums, wetlands, eco-tourism destinations, recreational parks, waterfronts, cultural tourism circuits and other places of public interest.

ii. Pilgrim Centres: mean Gurudwaras, temples, churches, mosques, dargahs, shrines and other religious institutions attracting devotees and visitors on a regular or seasonal basis.

iii. Sustainable SWM Model: a site-specific framework incorporating a) waste reduction by prohibiting single use cutlery including plastic bags & other single use/ disposal items b) four streams i.e. i. Wet Waste, ii. Dry Waste, iii. Sanitary Waste and iv. Special Care Waste (Domestic Bio-medical & Domestic Hazardous), collection, transportation, processing, recycling, resource recovery and scientific disposal of solid waste in an environmentally sustainable manner.

iv. Stakeholders: include In-charge/ controlling Authority of the sites, Religious Trusts, Panchayati Raj Institutions, Self Help Groups, Non-Governmental Organizations, private agencies, Urban Local Bodies (ULBs), Department of Tourism, Punjab Pollution Control Board and all other concerned departments involved in waste management activities.

v. Four-Stream Waste Segregation: means segregation of waste into at-least following streams:

a) Wet Waste
b) Dry Waste
c) Sanitary Waste
d) Special Care Waste (domestic bio-medical and domestic hazardous)

vi. Waste Assessment/ Audit: means a systematic assessment conducted to determine the quantity, composition and characteristics of waste generated at a particular location.

vii. Resource Management Unit (RMU)/ SWM Facility: means all-weather & well equipped Solid Waste Management Facility of requisite capacity where segregated waste is received, sorted, processed and managed through appropriate waste processing systems (composting/ bio-methanation & Material Recovery Facilities).

viii. Environmentally Sensitive Area: means any area having ecological, environmental, cultural, historical or religious significance requiring special protection from pollution and environmental degradation.

3. OBJECTIVES

The key objectives of these Guidelines/ SOP are:

i. To attain and sustain clean, garbage-free, and aesthetically maintained high-footfall sites, tourist destinations, and pilgrim centres, whether existing or to be developed, within the jurisdiction of Urban Local Bodies (ULBs).
ii. To identify high footfall sites/ tourist-centric destinations and pilgrim centres generating littering & significant quantities of municipal solid waste.
iii. To create a comprehensive ULB & District-wise inventory of such sites.
iv. To assess visible cleanliness status & waste generation patterns and characterize waste streams generated at identified sites.
v. To identify gaps in waste management infrastructure and mechanisms.
vi. To prioritize sites requiring focused intervention and investment.
vii. To facilitate development of sustainable and replicable Cleanliness & Solid Waste Management Models.
viii. To promote segregation at source, recycling and resource recovery.
ix. To prevent littering, open dumping, garbage burning and environmental pollution.
x. To improve visible cleanliness, sanitation and visitor experience at tourist and pilgrim destinations.

4. APPLICABILITY AND TARGET GROUP

These Guidelines/ SOP shall be applicable to all high-footfall sites, tourist destinations, and pilgrim centres in the jurisdictions in Urban Local Bodies in the State of Punjab as under:

Tourist Destinations

- Heritage Sites
- Memorials
- Museums
- Wetlands
- Eco-Tourism Destinations
- Recreational Parks
- Tourism Circuits
- Waterfront Tourism Areas etc

Pilgrim Centres

- Gurudwaras
- Temples

- Churches
- Mosques
- Dargahs
- Shrines
- Religious Congregation Areas etc

Event-Based Locations

- Melas
- Religious Gatherings
- Cultural Festivals
- Tourism Events
- Seasonal Congregation Areas etc

The target group shall include all stakeholders responsible for planning, implementation, monitoring and management of waste management systems at such sites.

5. COMPONENTS

The identification and assessment process shall consist of the following key components:

5.1 IDENTIFICATION AND INVENTORY MAPPING

The concerned Urban Local Body shall undertake a comprehensive identification and inventory mapping exercise for all high footfall sites, tourist-centric destinations and pilgrim centres falling within its jurisdiction.

The exercise shall include:

i. ULB wise Inventory

Preparation of a ULB-wise inventory containing details of all high footfall sites, tourist-centric destinations and pilgrim centres, including their category, significance, annual visitor footfall and existing waste management arrangements.

ii. Visitor Footfall Assessment

Collection and analysis of visitor data from controlling Stakeholders/ Tourism Department records, local authorities, religious institutions and other relevant sources to assess the magnitude and frequency of visitation.

iii. GIS Mapping and Geo-Tagging

All identified locations shall be geo-tagged and mapped using GIS-based tools for effective planning, monitoring and future infrastructure development.

iv. Identification of Littering & Waste Hotspots

Litter-prone areas/ Garbage Vulnerable Points/ Waste accumulation points, open dumping locations, garbage burning and high waste generation zones shall be identified and documented.

v. Database Creation

A centralized database shall be maintained at ULB and district levels containing information related to contact persons' details, site characteristics, visitor footfall, waste generation, available infrastructure and assessment findings.

5.2 WASTE ASSESSMENT AND CHARACTERIZATION

A detailed waste assessment shall be undertaken at all identified sites to determine the quantity and composition of waste generated.

The assessment shall include:

i. Waste Audit

A minimum seven-day waste audit shall be conducted to assess daily waste generation and identify waste generation patterns during normal and peak periods.

ii. Wet Waste Assessment

Assessment of food waste, floral offerings, garden waste and other biodegradable waste generated at the site.

iii. Dry Waste Assessment

Assessment of recyclable waste including plastic, paper, glass, metal and packaging material etc.

iv. Sanitary Waste Assessment

Assessment of sanitary waste generated by visitors and users of the site.

v. Special Care Waste Assessment

Assessment of batteries, medicines, bulbs and other waste requiring specialized handling and disposal.

vi. Seasonal Variation Assessment

Assessment of fluctuations in waste generation during festivals, fairs, religious gatherings and tourism seasons.

5.3 INFRASTRUCTURE GAP ANALYSIS

Following the identification and assessment of all high footfall sites, tourist-centric destinations and pilgrim centres, the concerned Urban Local Body shall undertake a detailed Infrastructure Gap Analysis to evaluate the adequacy of existing cleanliness/ at-least two time sweeping in a day facilities, waste management facilities and identify deficiencies requiring intervention. The assessment shall include the following:

i. Cleanliness/ Sweeping Infrastructure: Assessment of availability and additional requirement of human resources & infrastructure for ensuring at-least two times sweeping in a day.

ii. Segregation Infrastructure: Assessment of availability and adequacy of at-least four-stream waste segregation infrastructure including:

- Wet Waste Bins
- Dry Waste Bins
- Sanitary Waste Bins
- Special Care Waste Collection Bins

The assessment shall also evaluate the condition, placement, accessibility and maintenance of waste receptacles installed at the site.

iii. Collection and Transportation System

The ULB shall assess:

- Existing collection mechanisms.
- Frequency of waste collection.
- Availability of collection vehicles.
- Route planning and operational efficiency.
- Peak season collection arrangements.

iv. Processing/ Management Infrastructure

Assessment of existing processing/ management SMW facilities such as:

- All weather & well equipped SWM Facility
- Composting Units(Mechanical/Manual/Semi-Manual)
- Bio-Methanation Units
- Material Recovery Facilities (MRFs)
- Bailing machine for dry waste etc

v. Existing Manpower and Equipments

Assessment of:

- Sanitation/ Sweeping/ SWM workforce deployment.
- Availability of Personal Protective Equipments (PPE).

- Mechanical sweeping equipments.
- Waste transportation vehicles.
- Other sanitation-related equipment.

The findings of the Infrastructure Gap Analysis shall form the basis for preparation of site-specific SWM Models.

5.4 PRIORITIZATION OF SITES

The identified sites shall be prioritized as-

High Priority

Locations requiring immediate intervention and development of Sustainable Visisble Cleanliness & SWM Models.

Medium Priority

Locations requiring phased intervention.

Low Priority

Locations requiring routine monitoring and incremental improvements.

5.5 DEVELOPMENT OF SUSTAINABLE SWM MODELS

Based on assessment findings, a Site-Specific Sustainable Visible Cleanliness & SWM Model shall be prepared for each High Priority and Medium Priority location.

The model shall include the following components:

i. Four-Stream Source Segregation System

- Wet Waste
- Dry Waste
- Sanitary Waste
- Special Care Waste

ii. Collection and Transportation Mechanism

Preparation of collection schedules and transportation plans ensuring timely collection and transportation of segregated waste.

iii. Processing and Resource Recovery

- Composting / Bio-methanation of Wet Waste.
- Channelization of Dry Waste for recycling

- Scientific management of Sanitary Waste.
- Safe handling and disposal of Special Care Waste.

iv. Plastic Waste Management

Special emphasis shall be given to reduction at source (elimination of single use cutlery including plastic bags & other single use/ disposal items), segregated collection and channelization of plastic waste for recycling.

v. Circular Economy Approach

- Resource Recovery.
- Waste-to-Wealth initiatives.
- Reuse and recycling.
- Minimization of landfill disposal.

5.6 SPECIAL ARRANGEMENTS DURING FESTIVALS, FAIRS AND RELIGIOUS GATHERINGS

Tourist and pilgrim sites often experience substantial increases in littering & waste generation during festivals and special events.

Accordingly, the concerned Authorities in coordination with ULB shall prepare Event-Specific Waste Management Plans.

The Plan shall include:

i. Temporary MRFs/ Waste Collection Points

Installation of additional waste collection infrastructure during events.

ii. Additional Sanitation Facilities and Workforce

Setting of additional Sanitation Facilities and deployment of workers during peak periods.

iii. Event Waste Management Plan

Preparation of detailed operational plans covering collection, transportation and processing of waste generated during events.

iv. Coordination with Event Organizers/ Stakeholders

Coordination with religious institutions, tourism authorities and event organizers & other stakeholders for effective visible cleanliness & waste management.

5.7 IEC, AWARENESS AND BEHAVIOUR CHANGE ACTIVITIES

Awareness generation and behavioural change shall be an integral component of Sustainable Visible Cleanliness & SWM Models.

i. Tourist Awareness Activities

Awareness campaigns shall be conducted to encourage the visitors for adoption of good practices for cleanliness, elimination of single use cutlery including plastic bags & other single use/ disposal items, source segregation etc.

ii. Vendor Awareness Activities

Shopkeepers, vendors and commercial establishments shall be sensitized regarding cleanliness, prohibition of single use cutlery including plastic bags & other single use/ disposal items, source segregation and waste reduction practices.

iii. Awareness at Religious Institutions

Religious institutions shall be encouraged to promote environmentally responsible practices among devotees.

iv. Signage and Information Boards

Appropriate signage shall be installed displaying:

- Anti-littering messages.
- Source Segregation instructions.
- Penalty provisions.
- Contact information for grievance redressal.

6. CAPACITY BUILDING / TRAININGS AND AWARENESS

The Department of Local Government shall facilitate capacity building programmes for all stakeholders involved in implementation of Sustainable Visible Cleanliness & SWM Models.

Training programmes shall cover:

- Visible cleanliness practices
- Waste reduction practices
- Four-stream segregation.
- Collection and transportation systems.
- Resource recovery and recycling.
- Occupational safety and health.
- Behaviour change communication.

Periodic refresher trainings shall be conducted to enhance operational efficiency and compliance.

7. RESPONSIBILITY

i. Urban Local Bodies (ULBs)

The concerned ULB shall be responsible for:

- Identification and assessment of locations.
- Preparation of inventories.
- Waste assessment and characterization studies.
- Implementation of SWM Models.
- Monitoring and reporting.
- Issue necessary directions to the organisers/ controllers of the sites.
- Providing handholding & technical support to the Agencies concerned for implementation of these Guidelines/ SOP.

ii. Deputy Commissioner

The Deputy Commissioner shall:

- Issue necessary directions to the organisers/ controllers of the sites.
- Facilitate inter-departmental coordination.
- Review implementation progress.
- Resolve district-level issues.

iii. Tourism Department

The Tourism Department shall:

- Provide visitor footfall data.
- Assist in identification of tourist destinations.
- Support awareness activities.
- Issue necessary directions to the organisers/ controllers of sites, vendors/ shopkeepers etc for cooperation in implementation of Visible Cleanliness & SWM Models
- Providing handholding & technical support to the Agencies concerned for implementation of these Guidelines/ SOP.

iv. Religious Trusts / Management Committees

The concerned Trusts shall:

- Ensure visible cleanliness,
- Ensure prohibition of single use cutlery including plastic bags & other single use/ disposal items, source segregation and waste reduction practices Facilitate source segregation.

- Support awareness activities.
- Implementation of Visible Cleanliness & SWM Models.
- Issue necessary directions to the organisers/ vendors/ shopkeepers etc for cooperation in implementation of Visible Cleanliness & SWM Models.

v. Punjab Pollution Control Board

The Board shall:

- Monitor environmental compliance.
- Provide technical guidance.
- Support pollution prevention initiatives.

vi. Contractors/ Agencies

Contractors engaged for cleanliness and waste management activities shall comply with all applicable provisions of SWM Rules, 2026 and directions issued by competent authorities from time to time.

vii. Other Concerned Departments / Agencies

All concerned departments shall provide necessary support for effective implementation of these Guidelines/ SOP.

8. COORDINATION, MONITORING, REPORTING AND COMPLAINT REDESSAL MECHANISAM

A coordination, monitoring, reporting & complaint re-dressal mechanism shall be established to ensure effective implementation of Sustainable Visible Cleanliness & Solid Waste Management (SWM) Models at identified sites.

The ULB shall nominate a Nodal Officer responsible for coordination, monitoring and reporting under these Guidelines & SOP.

9. MISCELLANEOUS

i. All identified sites shall be assessed periodically and updated in the ULB & district inventory.

ii. Geo-tagged photographic records shall be maintained for all identified sites.

iii. Site-specific Sustainable Visible Cleanliness & SWM Models shall be reviewed annually and revised whenever necessary.

iv. Usage/ Sell/ Distribution/ Storage of single use cutlery including plastic bags & other single use/ disposal items, source segregation shall be strictly prohibited

v. Littering/ open dumping, open burning and littering of waste shall be strictly prohibited.

vi. Segregated waste streams shall not be mixed during collection, transportation or processing.

vii. The concerned Organizer/ Controller of the site/ ULB shall ensure adequate deployment of sanitation staff during festivals, fairs and peak tourism seasons.

viii. Preference shall be given to decentralized waste processing systems wherever feasible.

ix. The PMIDC/ Department of Local Government/ DCs/ ULBs may issue additional instructions, guidelines or advisories from time to time for effective implementation of these guidelines & SOP.

x. Any issue arising during implementation of these guidelines/ SOP shall be referred to the PMIDC/ Department of Local Government, Punjab for clarification and necessary directions.

GHANSHYAM THORI, IAS
Secretary to Government, Punjab
Department of Local Government

Chandigarh
The 29th July, 2026

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